

# 2022 Refuel Grant

Administered by Governor's Early Literacy Foundation (GELF), the Refuel Grant supports book buses that have been serving Tennessee families for at least two years.

## **Purpose of Grant:**

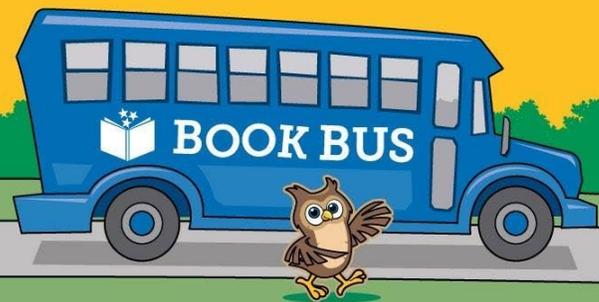
The Refuel Grant can be used to fund the following:

1. *Operational Expenses:* These expenses allow the recipient to maintain current book bus efforts. (Examples: Restocking book fees, salaries, gas, etc.)
2. *Enhancement Expenses:* These expenses allow the recipient to improve the book bus experience. These can be specifically bus-related (i.e. adding an air conditioner) or programming-related (i.e. adding a microphone and speaker to serve more students and families during read alouds).
3. *Innovation Expenses:* These expenses allow the recipient to think creatively and dream big about how their book bus can make an even bigger impact. These dollars help fund your inspiring ideas – those “if we only had the money...” thoughts and conversations that you’ve had with your colleagues.

## **Grant Award:**

- Grant awards typically range from \$1,000-\$5,000.
- Grantees can request operational, enhancement and/or innovation expenses in a grant application. *Note: Creativity and thoughtfulness will result in larger grant allocations.*
- A recipient can receive this grant once every two years.
- Former recipients of GELF funding can apply, as long as the above criteria is met.
- Personally owned vehicles are not eligible for grant funding.
- Funding must be spent by the end of Summer 2022





### **Grant Recipients:**

If you are selected to receive the Refuel Grant, you will be expected to adhere to branding requirements and reporting requirements. **You can view the full grant contract [here](#).** (Sections E & F overview branding and reporting.) A summary of the highlights is below:

- *Submitting a Year-End Impact Report:* This will include metrics, such as number of children served and number of days operated/miles driven; it will also include a narrative component, financial component and photo component.
- *Hosting Two Non-Summer Outings:* If you currently only use your bus during the summer months, you will be expected to use it at least twice outside of May-August.
- *Participating in the Book Bus Bash:* At least one representative must attend Booker's Book Bus Bash which will take place in Middle Tennessee in 2022.
- *Becoming a Brand Ambassador:* You will partner with us, and our funding sponsors, to promote brand awareness and strengthen early literacy in Tennessee! This includes recognizing us on the bus wrap design, promotional materials, etc.

### **How to Apply:**

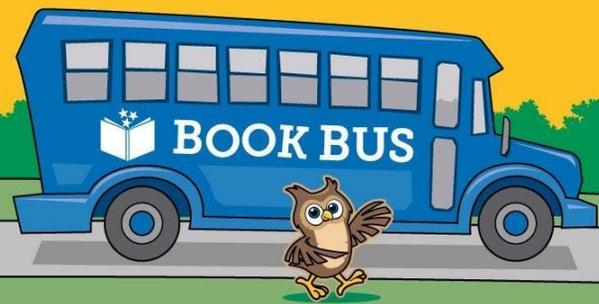
If you are interested in applying, the application opens on Monday, March 7 and closes on Monday, April 18 at 11:59 PM CDT. Grant recipients will be notified in early May.

Our application does not allow you to save and return to it later; you must submit it in one sitting. On the following pages, a preview of the grant questions is provided.

**When you are ready, click [here](#) to apply.**

If you have any questions or issues accessing the application, please email [bookbus@governorsfoundation.org](mailto:bookbus@governorsfoundation.org). We look forward to receiving your application!





### **Grant Application Preview:**

If you have any questions, please email [bookbus@governorsfoundation.org](mailto:bookbus@governorsfoundation.org).

### **Contact Information:**

1. Applying School District or Organization Name
2. County
3. Top Leadership Official Name, Title, Email
4. Project Coordinator Name, Title, Email, Phone Number

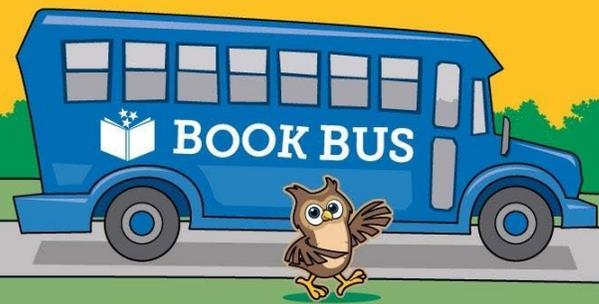
### **Book Bus Information:**

1. Has your book bus received a grant from GELF in the past? (Yes/No)
  - If yes, when and how much?
2. Book Bus Name
3. Year Bus Established
4. Type of vehicle – (School bus (Large)/School Bus (Small)/Passenger Van/Other)
5. Does your bus serve multiple school districts? (Yes/No)
  - If yes, which ones?
6. Select all of the seasons your book bus ran regularly: (Before 2018/Summer 2018/Academic 2018/Summer 2019/Academic 2019/Summer 2020/Academic 2020/Summer 2021/Academic 2021)
7. Provide a high-level overview of your book bus's experience since it was established. Include how and where it has been used, its impact on the community, any compelling statistics you have collected over the years and anything else you think we should know about your bus.
8. Add four photos to visually tell the story of your bus

### **Grant Request:**

1. How much funding are you requesting?
2. Using the provided template (found [here](#)), upload your proposed budget.
3. Provide a budget narrative. Paint the picture of how you will spend these funds and the rationale behind your proposed budget.
4. How will you achieve the goals in your budget narrative if these funds are not awarded?





**A Few More Things:**

1. What are two, creative ideas you have to further promote our partnership?
2. Have you received any requests from families your book bus serves?
3. If money is no object, what would you change about your book bus? How would you transform your book bus program?
4. Is there anything else you want us to know or any ideas about how GELF can best support you?

